Desktop Publishing—Microsoft Publisher 2007

Document processing rubric:

A = 100 … The document contains no errors and turned in on time

B = 89 … The document contains one or two errors.

C = 79 … The document contains three or four errors.

D = 69 … The document contains five or more errors.

F = 59 … The document is incomplete.

F = 0 … The document was not handed in.

**Using the terms listed below, create Quizlet Flashcards named Lesson 6. The terms can be found the Lesson 6 chapter found in the binder.**

Newsletter

Banner

Dateline/tagline

Headline

Subheads

Story

Jump Line

Table of Contents

Pull Quote

Caption

Whitespace

Footer

Master Page

Style

Threaded

Overflow Memory

Continuous Statements

Tabs

Leader Tab

**Save your terms and print one copy of your quizlet flashcards.**

**Lesson 6—Newsletters Due:**

|  |  |  |
| --- | --- | --- |
| **Assignment** | **Pts. Earned** | **Comments** |
| Lesson 6 Quizlet DTP printed |  |  |
| Parks Newsletter Template |  |  |
| Parks Newsletter |  |  |
| Review Questions p. 125-126 |  |  |
| Project 6-1 Health Template |  |  |
| Project 6-2, 6-3, 6-4 Health Update |  |  |
| TOTAL (600) |  |  |